

## Meeting Minutes August 24, 2006

### Town of Los Altos Hills City Council Special Meeting

Thursday, August 24, 2006 3:00 P.M.  
Town Hall Council Chambers, 26379 Fremont Road

#### 1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Warshawsky called the City Council Special Meeting to order at 3:00 p.m. in the Council Chambers at Town Hall.

Present: Mayor Dean Warshawsky, Mayor Pro Tem Craig A. T. Jones, Councilmember Breene Kerr, Councilmember Jean Mordo and Councilmember Mike O'Malley

Absent: None

Staff: City Manager Carl Cahill, Administrative Services Director Sarah Ragsdale, Planning Director Debbie Pedro, Public Works Director/City Engineer Henry Louie and City Clerk Karen Jost

MOTION SECONDED AND CARRIED: Moved by Jones, seconded by Kerr and passed unanimously to limit comments from the floor to two minutes.

#### 2. APPOINTMENTS

##### 2.1 Council Appointment to the County Health Benefits Coalition

Following a brief discussion, Council consensus was to appoint Administrative Services Director Sarah Ragsdale to serve as the Town's official representative to the County Health Benefits Coalition. Councilmember Mordo volunteered to serve as the alternate to Ragsdale and would attend the initial meeting of the Coalition's Steering Committee scheduled to convene on September 18, 2006. Council would be kept apprised of the Coalition's efforts.

MOTION SECONDED AND CARRIED: Moved by Jones, seconded by Mordo and passed unanimously to appoint Administrative Services Director Sarah Ragsdale as the official Town representative to the County Health Benefits Coalition and Councilmember Mordo as alternate.

#### 3. CONSENT CALENDAR

Items Removed: 3.2 (Ragsdale), 3.10, 3.15, 3.19 (Kerr)

MOTION SECONDED AND CARRIED: Moved by O'Malley, seconded by Kerr and passed unanimously to approve the remainder of the Consent Calendar, specifically:

- 3.1 Approval of Minutes: Regular City Council Meeting - July 13, 2006  
(continued from 7-27-06)
- 3.3 Monthly Financial Report
- 3.4 Approval of Agreements with Clean Innovation Corporation, Significant Cleaning Services, and M. Rizzo Landscaping and Maintenance for Building Management Services – Resolution 69-06
- 3.5 Acceptance of Grant of Drainage Easement; Lands of Askari, 27861 Natoma Road – Resolution 70-06
- 3.6 Acceptance of Dedication of Right-of-Way; Lands of Askari, 27861 Natoma Road – Resolution 71-06
- 3.7 Acceptance of Grant of Pathway Easement: Lands of Boynton, 25045 Oneonta Drive – Resolution 72-06
- 3.8 Acceptance of Grant of Pathway Easement; Lands of Hitz, 26026 Scarff Way – Resolution 73-06
- 3.9 Purchase of Ford Escape Hybrid Vehicle – Resolution 74-06
- 3.11 Acceptance of Right-of-Way; Lands of Strober, 14355 Miranda Way Resolution 76-06
- 3.12 A Resolution Accepting as Completed the Work of the New Town Hall Project, Authorizing Final Payment Concerning Such Work, Directing the City Clerk to File Notice of Completion – Resolution 77-06
- 3.13 Approval of an Agreement with Du-All, LLC for the Town's Safety Program – Resolution 78-06
- 3.14 A Request for a Lot Line Adjustment and a Conditional Exception Per Section 9-1.1501: Lands of Kirk (26691 Moody Road) and Stubbs (26811 Moody Court); File #03-04-LLA
- 3.16 Award of Contract – Construction of Paseo del Roble Pedestrian Bridge Resolution 80-06
- 3.17 Approval of an Agreement with Collection Systems Maintenance Service for Sewer Main Preventive and Emergency Maintenance – Resolution 81-06
- 3.18 Approval of Amendment to Resolution 54-06 Disbanding the Public Education Standing Committee – Resolution 82-06

3.20 Acceptance of Grant of Open Space Easement, Lands of Malavalli,  
27500 La Vida Real, File #131-05-ZP-SD-GD – Resolution 84-06

Items Removed:

3.2 Review of Disbursements: 07/19/2006 – 08/16/2006 \$254,405.79

Administrative Services Director Sarah Ragsdale advised Council that there was a payment to TBI included in the disbursement listings that had not been identified on the cover report.

Councilmember Kerr abstained from consideration of the item due to a potential conflict of interest.

MOTION SECONDED AND CARRIED: Moved by O'Malley, seconded by Jones and passed unanimously to approve Agenda Item 3.2.

3.10 Award of Contract: Speed Surveys and Speed Zoning Report

Councilmember Kerr requested clarification on this item. Public Works Director/City Engineer Henry Louie advised Council that the Town's previous Speed Survey was conducted in 1995 and re-evaluated in 2000. A new survey was required per the California Vehicle Code. This would permit the use of radar by the Sheriff's Department to monitor vehicle speed and issue citations in Los Altos Hills.

MOTION SECONDED AND CARRIED: Moved by Mordo, seconded by Jones and passed unanimously to adopt Resolution 75-06 and award a contract to Traffic Data Service for a not to exceed amount of \$13,000 for a speed survey and speed-zoning report.

3.14 Acceptance of Grant of Conservation Easement; Lands of Evershine,  
13310 La Paloma Road

Planning Director Debbie Pedro explained that the Grant of Conservation Easement before Council had been voluntarily offered by the property owners in conjunction with a request for a site development permit for accessory structures for the new residence. The new conservation easement was adjacent to and expanded the existing conservation easement in the northern portion of the property.

MOTION SECONDED AND CARRIED: Moved by Kerr, seconded by O'Malley and passed unanimously to adopt Resolution 79-06 approving an agreement for a conservation easement; Lands of Evershine.

3.19 Acceptance of Grant of Pathway Easement; Lands of Evershine,  
13310 La Paloma Road

Planning Director Debbie Pedro reviewed the site plan for the identified property with Council and noted the location of the proposed pathway easement. She advised that the pathway location was consistent with the recommendations of the Pathways Committee and the Conditions of Approval for the project. The existing pathway easement would be replaced by the new pedestrian-equestrian pathway easement which did not intersect the conservation easement. The existing pedestrian-equestrian pathway would be abandoned by a separate action.

MOTION SECONDED AND CARRIED: Moved by Kerr, seconded by O'Malley and passed unanimously to adopt Resolution 83-06 accepting a grant of a pathway easement; Lands of Evershine.

4. PUBLIC COMMENTS

5. CITY COUNCIL STRATEGIC GOAL SETTING SESSION

Geoff Ball, Facilitator for the session, introduced himself. He had spoken with members of Council prior to the session and reviewed the expected outcomes that had been identified during the discussions. Council consensus was that the purpose of the goal setting session was to frame the issues and to identify and reach an agreement on priorities. Ball reviewed the agenda and ground rules for the workshop.

Mayor Pro Tem Jones spoke to the value of annual strategic goal setting sessions. He reviewed the recently tabled highly visible lot ordinance that had been developed as a result of last year's discussions and offered that it was not in concurrence with the goal or direction that the Council had framed. Council had sought to remove the subjectivity from the ordinance not implement a more restrictive ordinance. He hoped that there would be a process for Council feedback on the goals and priorities that were identified at today's session and an opportunity for the Council to ensure the projects were on track.

Council assessed the numerous accomplishments that had been achieved over the past four years. They included: the completion of Town Hall; improved cell coverage for residents with the installation of cell towers in Town; adoption of the Master Path Map; agreement with the Purissima Hills Water District for long term lease for their new operations center; Santa Clara Valley Water District Adobe Creek Collaborative; re-establishment of the Town as a leader in environmental issues including energy efficiency efforts; preservation of Bullis Purissima campus as a public school site; certification of the Town's Housing Element and affordable housing program by the State; enhanced recreational activities including the Year Round Riding Program; regional and federal funding for public works projects including new pathways; development and approval of the Undergrounding Rule 20A Pilot Project; increased community volunteerism ( new Standing and Ad Hoc Committees); sewer projects and the establishment of the unacceptability of not having a public school in Town.

Geoff Ball summarized the comments Councilmembers had tendered regarding the relationship between Council and City Manager Carl Cahill and his performance in the managerial role to date. Council praised the efforts of Cahill and noted that he had a

clear understanding of the city manager-city council working relationship and they appreciated his communication efforts.

## PARKS AND RECREATION

Mayor Pro Tem Jones suggested that Council consider the need for a Town park similar to the Juan Briones Park in Palo Alto. He noted that Town had the Little League playing fields, pathways and open space but no facility for families similar to a “suburban style park” with a picnic area; children’s playground; and playing fields for sports like soccer and Lacrosse and suggested the a park would be desirable addition to the Town’s recreational amenities.

At the request of Council, Planning Director Debbie Pedro had prepared a PowerPoint presentation on the Town owned O’Keefe Lane property. Council wished to review the parcel and its potential as a recreation site. Pedro’s presentation included an overview of the parcel’s topography, site accessibility, parking availability and the land use designation under the Open Space and Public Recreation Initiative adopted by Council in December, 2002. Pedro advised Council that any use of the site other than for “low impact” recreation would require a vote of the residents.

Council discussion ensued. Council concurred that the Parks and Recreation committee had performed admirably in the recent years. They had established a viable program from the ground up and the programs and expansion of the department was now under the tutelage of Parks and Recreation Supervisor Tod McLemore. Council commended McLemore for the current successes of the department.

Council consensus was to direct staff to work with the Park and Recreation Committee to begin to consider the physical layout of the recreational facility and identify a suitable site for a park. Council proposed that the ideal site would be approximately 2-3 acres and include appropriate space for a playing field for soccer and similar activities; playground area for young children; picnic area and parking. The target budget discussed was \$5 million. Council suggested that financing/funds for the project could be garnered from private and public sources. One option for funding was the sale of the town-owned Story Hill property. Council identified this project as a top priority for the coming year.

- Pathways

Council discussed the recent success of the Council and Pathways Committee to complete the Master Path Map. Following numerous public hearings and much public debate, the map was adopted by the City Council on March 8, 2005. Council consensus was to direct the Pathways Committee to defer from mapping activities in the immediate future and to focus on the construction of new pathways and maintenance projects. Councilmember Kerr advised that funding was available from regional sources but that there had been little support from the Committee to identify potential sites or paths that would benefit from funding for improvements.

Council consensus was to direct staff to prepare a Council resolution illuminating the intent of the Council and directing the Pathway Committee to defer from mapping activities and to focus on identifying paths most in need of construction or maintenance.

- Purissima Hills Water District Building

Council had before them a proposal prepared by the Parks and Recreation Department for the adaptive re-use of the Water District Building for office space and storage for the department. Benefits and costs were discussed. Council was advised that the initial costs would be minimal and as funds became more available, structural upgrades and ADA improvements could be made. These would permit the use of the facility for classroom space, community meeting room and public viewing of the Town's historical exhibits. The Town's historical documents could be safely stored in the facility in the interim.

#### Opened Public Comment

Duffy Price, resident, expressed her support of providing a safe location to store the Town's historical documents.

Council consensus was to approve the proposal for use of the building as a Parks and Recreation annex as outlined in the staff report.

COUNCIL RECESSED AT 5:00 p.m.

COUNCIL RECONVENED TO OPEN SESSION AT 5:20 p.m.

#### DEVELOPMENT

Council reviewed the current development standards and concurred that overall a balance had been achieved between the community's goals (rural environment) and residents development/property rights been achieved. Council consensus was that the MDA-MFA formula worked and they did not propose any change. Councilmember Kerr suggested that staff investigate new technologies that would have an environmental advantage for possible building/development credits. He referenced the new porous materials that were on the market that could be used for driveways and patios that would have an environmental benefit as one option.

Planning Director Debbie Pedro distributed a memorandum on the draft Estate Home Ordinance that was currently under review by the Planning Commission. She reviewed the update with Council noting the key elements of the proposed ordinance that included the identification of an estate home as residences over 10,000 square feet excluding the basement; floor area formula for counting any area over 10,000 sq. feet twice; and incremental setback restriction imposed on the development based on the site of the estate home.

Council discussed the proposed draft ordinance. They were in concurrence that they did not want to establish a maximum house size noting that there was a potential for more subdivisions with a restriction. Council consensus was that a modification to the building

setback requirement that required incremental increased setbacks dependent on the size of the estate homes was reasonable but they wanted the proposal before them simplified.

### WILDLIFE CORRIDORS

Council reviewed the efforts of the Open Space Committee to develop the Wildlife Corridor map and draft ordinance. The issue is still in the investigation stage with the committee. The expectation was that the map would identify a limited number of wildlife corridors. Council discussed the option of converting conservation easements along creeks and riparian corridors where fencing is already prohibited and some pathway easements to wildlife corridor easements where appropriate. The Town's General Plan references the value of open space and wildlife.

Council consensus was that they wanted clear illumination on the definition and identification of the numbers of wildlife corridors and the magnitude of the Open Space Committee's proposal.

### INFRASTRUCTURE

- Cell Towers

Planning Director Debbie Pedro provided a brief update to Council on the current cell tower installation projects in Town. T-Mobile has indicated they will be collocating on the Verizon tower at Westwind Barn and currently have two additional projects in development.

City Manager Carl Cahill suggested one way to expedite improved cell coverage was the option of administrative approvals for collocater projects on existing approved towers. Currently, they are required to go through the same process as cell tower approvals and are scheduled as public hearings before the Planning Commission and City Council. Council concurred with the suggestion and an amendment to the Town's Wireless Policy would be forwarded to the Council for their consideration at a future meeting.

- Undergrounding Utilities

Mayor Warshawsky advised Council that Godbe Research had concluded their survey on funding options for a Town-wide undergrounding project. Godbe has suggested that the support level necessary for passing a bond or approving a new tax was not evident and had recommended that the Town consider an educational campaign to promote the benefits of undergrounding of utilities.

Warshawsky reported that the Undergrounding Ad Hoc Committee had redirected their priorities to assisting neighborhoods by facilitating assessment districts. The Town would not participate financially but would offer staff assistance to the residents where applicable.

Council discussion ensued. They were in agreement with Warshawsky's assessment of the residents/electorates interest level in undergrounding utilities and supported an educational program that would establish undergrounding benefits for the "common good" of the community. It was suggested that one option for the Town to consider was financial support for projects along major thoroughfares. Council concurred with the proposal to assist neighborhoods in the development of assessment districts with staff support.

Warshawsky noted that the Undergrounding Pilot Projects were back on track following a brief delay in the building schedule by PG&E.

- Sewers

Councilmember O'Malley reported that Councilmember Mordo, the City Engineer, City Manager and O'Malley had been working to ensure that there would be sewer capacity available for everyone in Town and the Sphere of Influence who wished to connect. The Sewer Agreement with the City of Los Altos was nearing completion and he expected it to be before Council for their consideration by the end of summer.

O'Malley explained that sewer capacity was available but the next hurdle to overcome was the question of building out sewer mains to the residences. He suggested that a solid plan that included both a financial assessment of project cost and logistical plan for sewer expansion was required. It was noted that a sewer connection was a tangible asset to residents and increased their property values substantially and failing septic systems had a potential negative environmental impact.

City Engineer Henry Louie advised that study to evaluate the cost of expanding the Town's sewer system was currently under development.

Council concurred that sewers were a top priority.

- Water Supply

Council discussed options for water conservation and the proposal by the Purissima Hills Water District to have the Town require site development landscaping plans include irrigation plans and projected water usage figures. The District wanted to be included in the site development review process. Upon review of the plans, they would advise the applicants of the estimated cost of their proposed landscaping.

Council concurred that the proposal could potentially be very expensive for the applicant and did not support it. They favored the institution of an educational program in conjunction with the District that would identify the costs for maintaining lawns and pools using "real life" supporting examples. Councilmember Mordo offered to use his billing data for the project, noting that his lawn was in place when he purchased the property and from personnel experience he would not recommend planting lawns.



### Other Topics of Discussion

- Council determined that they would review the enforcement of an ordinance when considering its adoption.
- Annexation – Council was awaiting the outcome of AB117 before considering any annexation. They voiced an interest in investigating the option of annexing Hidden Villa and directed staff to explore the feasibility. Annexation would ensure control over any future development of the property.
- Council Standing Committees – it was suggested by the Public that Council consider scheduling annual meetings with their Standing Committees. This would afford the Council an opportunity to review the committees' activities and provide direction.
- Council discussed the reinstatement of neighborhood safety committees. Staff noted that this issue was being addressed by the Emergency Preparedness Committee.

Council reviewed the topics that had been discussed during the session and prioritized their goals for the upcoming year. Playing fields/ parks and sewers were identified as top goals with pathways (building, maintenance); undergrounding of utilities, annexation and water supply ranked in successive order.

### 6. ADJOURNMENT

There being no further business, the Special City Council meeting was adjourned by consensus of the Council at 8:40 p.m.

Respectfully submitted;

Karen Jost  
City Clerk

The minutes of the August 24, 2006 Special City Council Meeting were approved as corrected at the September 28, 2006 Regular City Council Meeting.